



Flathead County
Emergency Medical Services
Administrative Board

Flathead County EMS
625 Timberwolf Parkway
Kalispell, MT 59901
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emslife@flathead.mt.gov

May 17th, 2010

Regular Meeting, Flathead Emergency Communications Center - EOC

Members Present

Wayne Miller, MD
Jason Spring
Myrt Webb
Bob Kun
Fran Laukitis

Others Present

Mary Granger
Kris Long
Tom Kennelly
Amanda Norenberg
Lance Westgard
Cody Westgard
Scott Sampey
Tracy Norred
Mark Peck

Call to Order

Meeting was called to order by Dr. Miller at 2:02p

Approval of Agenda

MOTION to approve agenda as received, Kun

SECOND, Laukitis

Approved

Agenda Amendment to approve 2011 Budget as 9b, Spring

SECOND, Laukitis

Approved

Approval of Minutes

MOTION to approve Minutes of April 19th, 2010, Kun

SECOND, Webb

Approved

Citizen Comments

Lance Westgard from Three Rivers EMS submitted an invoice for \$10,400.00 for the purchase of a Zol defibrillator to be used in the third ambulance. The original special funding allotment was for \$15,000.

Introduction of Scott Sampey OES Director- Scott Sampey

Sampey gave an introduction to himself including a brief summary of his background, knowledge, and skills. Sampey also introduced Mary Granger as the Interim EMS Manager approved by the Commissioners.

Financial Update- Webb

Webb discussed a meeting he had with a representative of County Finance (spreadsheet below). Several questions arose including: when allotments will be distributed, should the funds be distributed looking forward or on past performances, and how much monies need to be held over to sustain the staff from July to December? Webb expressed the need for the funds to be distributed within the same fiscal year as budgeted. The cities must finalize their budgets before July 1st.

The Commissioners approved the preliminary fiscal year 2011 budget for the EMS program. Because there was a management transition the budget was not able to go before the Board for approval prior to the Commissioner's approval. The Board understands that the approved total mill allotment amount cannot change but the line items within the budget can change. The Board would like to see monthly expenses at each meeting. The EMS office will provide this information to them each month.

30-Apr-10				
FY2010 EMS Funding (\$000)				
Value of 1 mil (Note 1)				
\$215,925.71		1 mill levied		2 mills levied
		Account		Account
Budget Projections:		#2272		#2273
Carryover from FY2009 (Ending Cash)		80,314		99,806
Carryover from FY2009 (Remaining Expenditures)		7,730		79,105
Projected FY2010 Revenue		227,361		433,051
Projected FY2010 Expenditures (Original)		232,000		400,000
Projected FY2010 Expenditures (Amended)		201,158		444,193
Projected FY2010 Carryover(Reserve)		105,726		88,664
Cash Position (FY2010):				
Beginning cash balance		80,314		99,806
Cash Received as of April 30, 2010		131,692		257,787
FY10 Revenue Received as of April 30, 2010		126,082		249,487
Cash Expended as of April 30, 2010		153,990		176,160
FY10 Expenditure Expended as of April 30, 2010		147,589		167,860
Cash on hand as of April 30, 2010		58,016		181,433

Future cash to be received		101,278		183,563
Future anticipated expenditures (note 2)		53,568		276,333
Estimated cash on hand at year end		105,726		88,664

MOTION to approve 2011 Budget, Spring

SECOND, Kun

Approved

Consider Glacier Park International Airport Funding request –

GPIA has asked the board to consider special request funding for educational equipment. GPIA has also asked to become part of the funding allocation formula for the EMS Mill distribution.

MOTION to table discussion until a representative could be present. Kun

SECOND, Spring

Approved

BigFork Ambulance Status Update – Tracy Norred

Norred has been rehired as the Bigfork Ambulance Manager. Bigfork Ambulance has acquired an attorney and is in the process of disbanding the corporation. This will take place near the end of the year. The June call schedule should be complete soon and there are no vacancies in May. All assets will be donated to the fire department after disbandment. Monies allocated to Bigfork Ambulance will be withheld by the Board until further assurances are made.

EMS Manager's report – Sampey (OES Director) and Granger

Mary Granger is the interim EMS manager. A permanent position will be advertised with a target hiring date of July 1st, 2010.

- a. Revision to EMS Manager's Job Description,
Dr. Briles expressed his opinion that a lead instructor endorsement is not necessary for this position; Sampey concurred. The recommended changes to the contract will include: the EMS license requirement and lead instructor endorsement have been changed to "desirable or preferred" rather than "required". Miller suggested that the position require a manager with an EMS background.
- b. Kris Long gave a report to the Board regarding the Advisory Committee and the training and operations subcommittees. Minutes are posted on the

flathead.mt.gov/EMS website. Long also discussed the changes to the short forms.

Webb expressed the need to decide when the mill allocations will be distributed to the agencies. The Board decided to allocate the funds using an agreement with the agencies; this agreement will be finalized before the money is distributed. The distribution will be based on forward funding. The agreements will include the conditions agencies must meet to qualify for allocation; it will include the understanding that there will be a financial consequence for failure to comply with the agreed upon conditions. West Valley will be funded as a QRU and then compensated when they become a transport unit. Columbia Falls Fire will not be included until the 2011 distribution period.

MOTION to approve changes in the EMS Manager's Job description, Kun
SECOND, Webb
Approved

Future Agenda Items

Add Standing Agenda items:

Medical Director Report
Subcommittee reports

Board Member Comments

None

Meeting Adjourned 3:15p